

Experiment Report Guidelines



General Instructions

- Experiment Reports must be submitted for all experiments conducted at LANSCCE.
- A compilation of Experiment Reports for each run cycle will be published as part of the LANSCCE Annual Report.
- Experiment Reports are reviewed by the Program Advisory Committee for continuing experiments.
- Follow detailed form instructions below and complete entire form.
- Reports must be typewritten in English.
- The available space on the form must be respected. Expansion of certain sections is appropriate, but the entire report must be limited to two pages.
- Please do not change the overall format of the form or use previous versions.

Experiment Report Form Instructions

Experiment was carried out at: Check box as appropriate.

Local Contact: Give first initial and last name of your Los Alamos technical staff contact.

FP/Instrument used: Indicate the number of the flight path or the acronym of the instrument used for your experiment.

Proposal number: Please use the proposal number you were assigned when you received confirmation of receipt of your proposal. If you do not know your proposal number, please call the LANSCCE User Office.

Title: Title should match the proposal.

Authors and Affiliations: Give name of all authors/experimenters and the full name of their institution.

Experiment report: Text and graphics must fit on the two page form. The level of detail to be provided is outlined in the following Experiment Report Writing Hints.

Publications: Attach a list of all publications resulting from this experiment (published or in press.)

Experiment Report Writing Hints

- Reports for classified experiments should be unclassified and written to the level of detail possible.
- Reports from proprietary experiments should give some experimental details, but need not reveal any proprietary information.
- The report should be considered a progress report or a snapshot of work in progress. It is not considered a final form analysis.
- For many experiments, analysis may have just begun. In this case, please report on what data you have taken, what targets were used, and plans for further analysis.
- Examples of Experiment Reports can be found on the Web at <http://www.lansce.lanl.gov/exrepex.pdf>

Deadline & Submission

- Reports are due **three months following** your last scheduled day of beam time.
- Reports may be submitted using E-mail or post to:
LANSCCE User Office, MS H831
Los Alamos National Laboratory
Los Alamos, NM 87545 USA
E-mail: lansce_users@lanl.gov
- **IMPORTANT!** Reprints of publications resulting from work done at LANSCCE must be sent to the User Office. Publications should credit the facility as follows:

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For forms or additional information, contact the LANSCCE User Office at lansce_users@lanl.gov, 505-665-1010